



## Introduction

Following feedback received from Approved Vehicle Certifiers, consultation with Vehicle Registration and Standards and the National Heavy Vehicle Regulator, AIS Compliance Unit have developed a revised version of the Heavy Vehicle Modification Certificate.

The Heavy Vehicle Modification Certificate as approved by the National Heavy Vehicle Regulator is required to be issued by provisions of the Heavy Vehicle National Law.

This Special Information Bulletin (SIB) includes a template of the new version (4.2) of the Heavy Vehicle Modification Certificate and instructions on;

- date the new version must be issued from;
- date the old version becomes unapproved for issue;
- how to complete the new version.

The creation of the new version includes features designed to enable the certificate to be populated more efficiently. These include a reduction in required content reducing the certificate by two pages and incorporating formatting features.

The Certificate is intended to be saved to the AVC's computer as a template and completed electronically prior to printing, signing and issue to the client for retention in the vehicle.

Heavy Vehicle Modification Certificates issued to the client prior to the effective date of this new version (4.2) remain valid. **The issue of an old version post 24 February 2017 is an invalid certificate.**

## Template of the Heavy Vehicle Modification Certificate version 4.2

Heavy Vehicle Modification Certificate template is attached below and included in the SIB email.

## Effective date for issue

**When certifying modifications to heavy vehicles from 24 February 2017 an AVC must complete and issue the version 4.2 (Feb 2017) as available from the link provided.**

Previous version not to be issued from

The previous version 4.1 **must not** be issued from the 24 February 2017.

Instructions on how to complete the new version and definitions to assist an AVC.

## Completing the Heavy Vehicle Modification Certificate version 4.2

- **Certificate Number**- Unique serial number as specified on the Modification Plate in the top left corner. This number is to be included on both pages.
- **AVC Ref Number**- specific reference number as allocated by the AVC. This is to identify the modification submission performed by the individual AVC. This number is to be included on both pages.

### Part 1

#### Owner details

- **Owners name and address**- name and address of the applicant/vehicle owner.
- **Business name and address**- only required if a business entity.

### Part 2

#### Vehicle Details

##### Make/model

The make of the vehicle - e.g. Isuzu, Mitsubishi, Mack or in the case of a trailer it may be Fruehauf, Elphinstone etc.

Model of the vehicle-. Take this information from the compliance plate.eg. NPR, T909, GT1322.

##### Variant

Example; 500 series,

##### Body Type

-eg Prime mover, tipper, bus etc.

##### Vehicle Category

ADR vehicle category as specified on the vehicle identification (compliance) plate or determined by vehicle type/ GVM/ seating capacity etc. Example; ME. Note in circumstances where the modification changes the vehicle category the new vehicle category is to be specified here with details of the change in category included in the "Description of vehicle or modifications to vehicle in accordance with the relevant Modification Codes" section.

##### Manufacture date

Month and year in MM/YYYY format. If not known the, vehicle identification Plate date.

##### Registration Number/ State

Current registration plate details and state of origin. If not registered record N/A

##### VIN/Chassis Number

Unique 17 digit vehicle identification number as stamped into vehicle. If pre 1989 vehicle the chassis number which may have less than 17 characters.

Record the imprinted VIN from the vehicle body/chassis. Under no circumstances is the VIN /chassis number to be recorded from any other source.

The compliance plate can be used as a means to verify that the VIN /chassis number recorded on the body/chassis is the same.

### Odometer Reading

Record the odometer reading at the time of inspection. Do not round up or down.

### Engine number

Record the engine number from the engine block. If the modification involved an engine change, record the engine number of the substituted engine.

### Engine Capacity

Record the engine capacity.

If the modification involved an engine change, record the engine capacity of the substitute engine and the unit of measurement for example; cc, litres or CI

## Part 3

### Vehicle specifications

**Note;** if the item listed in Part 3 has not been modified from its standard configuration, the AVC may nominate “standard” or STD. If nominating “standard” in any field other than width, height or rear overhang the AVC must be certain the vehicle was in this specification as originally manufactured.

Width, height or rear overhang may be nominated from the originally manufactured specification subject to compliance with dimension limit restrictions of the relevant vehicle standards.

### 3. Vehicle Specifications

#### Before modification

#### After modification

Tare (kg)	Tare mass in Kg if known		# See notes on tare mass below. Tare mass in Kg	
GVM (kg)	Gross Vehicle Mass/ Aggregate Trailer Mass in Kg.		Gross Vehicle Mass/ Aggregate Trailer Mass in Kg.	
GCM (kg)	Gross Combination Mass rating as specified on the compliance plate or if previously modified on the modification plate		Modified Gross Combination Mass rating if applicable.	
Front axle group rating	Maximum rating for the front axle/group including suspension components		Maximum rating for the front axle/group including suspension components	
Rear axle group rating	Maximum rating for the axle/ suspension		Maximum rating for the axle/ suspension	
No. of Tyres (Front)	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall
	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall
No. of Tyres (Rear)	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall
	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall	Total Number of tyres fitted to the axle/ axle group.	Tyre size as marked on the side wall

<b>Wheelbase</b>	The distance from the centre line of the vehicle's foremost axle to the rear overhang line.	The distance from the centre line of the vehicle's foremost axle to the rear overhang line.
<b>Width</b>	Total width of the vehicle excluding; 1) any rear vision mirrors, signalling devices and side-mounted lamps and reflectors; 2) anti-skid devices mounted on wheels, central tyre inflation systems, tyre pressure gauges; 3) permanently fixed webbing assembly-type devices, including, for example, curtain-side devices, if the maximum distance across the body including any part of the devices does not exceed 2.55m.	Total width of the vehicle excluding; 1) any rear vision mirrors, signalling devices and side-mounted lamps and reflectors; 2) anti-skid devices mounted on wheels, central tyre inflation systems, tyre pressure gauges; 3) permanently fixed webbing assembly-type devices, including, for example, curtain-side devices, if the maximum distance across the body including any part of the devices does not exceed 2.55m.  If the value exceeds 2.5m or if item 3 above applies 2.55m, the HVNL permit or exemption must also be nominated.
<b>Height</b>	Total height of the vehicle	Total height of the vehicle.  If the modified height dimension exceeds the HVNL prescribed value the permit or exemption must also be nominated.
<b>Rear Overhang</b>	The distance between the rear of the vehicle and the rear overhang line** of the vehicle.	The distance between the rear of the vehicle and the rear overhang line** of the vehicle.
<b>Trailers only; Front point of articulation to rear overhang line</b>	The distance from the front articulation point (coupling) to the rear overhang line	The distance from the front articulation point (coupling) to the rear overhang line

### #Tare Mass

It is the AVC's responsibility to accurately report the tare of the vehicle and in some cases physically weighing the vehicle is required with a weigh bridge ticket produced as evidence of this value.

In most cases the specific tare of a commercial or Heavy Vehicle is required for operational purposes and the weighbridge ticket is also evidence of this. In some seating modifications involving additional seating capacity, it is essential to accurately know what the tare mass is in order to calculate if the vehicle changes class.

Where the accurate tare mass of the vehicle and the mass of any equipment involved in the modification is known, weighing the vehicle would not be necessary. For example but not limited to, a new prime mover and the fitment of a 5<sup>th</sup> wheel assembly. As both manufactures produce accurate technical information that includes mass. The source of reference information used to calculate the tare of a vehicle or components must be credible and accurate to the specific make model/ component and included in the submission.

### \*\* Rear overhang line is;

- 1) For a vehicle with one axle at the rear, the line running along the centre line of the axle.

- 2) For a vehicle with an axle group at the rear comprising 2 axles, one of which is fitted with twice the number of tyres as the other, the rear overhang line is a line running parallel to the axles that is—
- a) closer to the axle carrying the greater number of tyres than it is to the other axle; and
  - b) located at one-third of the distance between the 2 axles.
- 3) For a vehicle with an axle group at the rear that is not an axle group mentioned in subsection (1) or (2), the rear overhang line is a line running parallel to the axles down the centre of the axle group.
- 4) For the purposes of applying subsection (1), (2) or (3) to a vehicle, if an axle group includes at least 1 steerable axle, that axle is to be disregarded unless—
- a) the group comprises only 1 axle and that axle is a steerable axle; or
  - b) all the axles in the group are steerable axles.

**Part 4.**

**VS6/NHVR Modification Codes**

**ADR'S Affected**

<i>Include all modification codes here.</i>	<i>AVC must list all ADR's affected by modification</i>
---	---

**Part 5.**

**Description of vehicle or modifications to vehicle in accordance with the relevant modification codes**

<i>Provide a clear and concise description of the modifications performed to the vehicle.</i>
---

**Part 6.**

**Declaration**

I certify that I have inspected the vehicle described in Section 2 of this Modification Certificate in accordance with the requirements of my approval as an Approved Vehicle Certifier (AVC). I have determined that the modifications detailed in this Modification Certificate do not cause the vehicle to fail to comply with the applicable vehicle standards. I understand that providing false or misleading information on this Modification Certificate or certifying a vehicle outside the scope of the authority conferred by my approval as an AVC may render this certificate invalid.

AVC unique ID  
number

AVCAIS  
Station ID

Sequential report  
number issued by  
the AVC

AVC report number													
A	V	C					-	C				-	

The vehicle described above has been personally examined and;

- ☐ Continues to comply with the heavy vehicle standards and modifications comply with Vehicle Standard Bulletin 6. This certificate is issued in accordance with Section 86 of the Heavy Vehicle National Law Act 2012; or
- ☐ The modification has been carried out in accordance with the National Heavy Vehicle Regulator (NHVR) Statement of Requirements. This certificate is issued in accordance with Section 87 of the Heavy Vehicle National Law Act 2012.

Tick this box if this statement applies; or,

Tick this box if the modification is compliant with the specific NHVR Statement of Requirements

<b>NHVR Statement of Requirements (SoR) Number (If applicable)</b>				<b>Approved Vehicle Certifier (AVC) Name</b>			
<i>Insert SoR number from NHVR documentation here if applicable</i>				<i>AVC first name and surname here</i>			
<b>Address</b>		<i>AVCAIS address</i>					
<b>Phone</b>		<i>AVCAIS phone number</i>		<b>Email</b>		<i>AVC email address here</i>	
<b>AVC Number</b>		<b>Station Number</b>		<b>Signature</b>		<b>Date</b>	
<i>AVC unique ID number with AVC prefix</i>		<i>AVCAIS unique station number with C prefix</i>		<i>AVC to sign prior to issue</i>		<i>Select date from drop down box</i>	
<b><u>Permit number or HVNL exemption description. (if applicable)</u></b>				<i>If an exemption via permit or notice is required to enable the vehicle to operate. Nominate the exemption here.</i>			

On completion this certificate an AVC must sign the document prior to issuing to the client. A copy of a completed Heavy Vehicle Modification must be included in submission documents uploaded to the MRS Portal.

## Questions?

Any further questions regarding this SIB should be directed to AIS Compliance Unit on 6166 3265 or email [avc@stategrowth.tas.gov.au](mailto:avc@stategrowth.tas.gov.au)